

SINDH PUBLIC PROCUREMENT REGULATORY AUTHORITY

CONTRACT EVALUATION FORM

**TO BE FILLED IN BY ALL PROCURING AGENCIES FOR PUBLIC CONTRACTS OF
WORKS, SERVICES & GOODS**

- 1) NAME OF THE ORGANIZATION / DEPTT. SMBB INSTITUTE OF TRAUMA
- 2) PROVINCIAL / LOCAL GOVT./ OTHER PROVINCIAL
- 3) TITLE OF CONTRACT PROVISION OF SECURITY SERVICES
- 4) TENDER NUMBER PROC/SMBBIT/(SECURITY-01)/2025-26
- 5) BRIEF DESCRIPTION OF CONTRACT PROVISION OF SECURITY SERVICES
- 6) FORUM THAT APPROVED THE SCHEME REGULAR BUDGET
- 7) TENDER ESTIMATED VALUE 116.2(M)
- 8) ENGINEER'S ESTIMATE NOT APPLICABLE
(For civil works only)
- 9) ESTIMATED COMPLETION PERIOD (AS PER CONTRACT) YEARLY CONTRACT (Extendable)
- 10) TENDER OPENED ON (DATE & TIME) 30-04-2025 AT 11:00 AM
- 11) NUMBER OF TENDER DOCUMENTS SOLD TWO
(Attach list of buyers)
- 12) NUMBER OF BIDS RECEIVED ONE
- 13) NUMBER OF BIDDERS PRESENT AT THE TIME OF OPENING OF BIDS ONE
- 14) BID EVALUATION REPORT COPY ENCLOSED
(Enclose a copy)
- 15) NAME AND ADDRESS OF THE SUCCESSFUL BIDDER M/s. RAPID SECURITY GUARDS (Pvt) LTD
- 16) CONTRACT AWARD PRICE Rs. 149,709,792/-
- 17) RANKING OF SUCCESSFUL BIDDER IN EVALUATION REPORT M/s. RAPID SECURITY GUARDS (Pvt) LTD
(i.e. 1st, 2nd, 3rd EVALUATION BID).

18) METHOD OF PROCUREMENT USED : - (Tick one)

- | | | | |
|----|--|-----------------------------|--|
| a) | SINGLE STAGE – ONE ENVELOPE PROCEDURE | <u>YES</u> | <input type="checkbox"/> Domestic/ Local |
| b) | SINGLE STAGE – TWO ENVELOPE PROCEDURE | <u> </u> | <input type="checkbox"/> Domestic/Local |
| c) | TWO STAGE BIDDING PROCEDURE | <u> </u> | <input type="checkbox"/> |
| d) | TWO STAGE – TWO ENVELOPE BIDDING PROCEDURE | <u> </u> | <input type="checkbox"/> |

PLEASE SPECIFY IF ANY OTHER METHOD OF PROCUREMENT WAS ADOPTED i.e.
EMERGENCY, DIRECT CONTRACTING ETC. WITH BRIEF REASONS:

19) APPROVING AUTHORITY FOR AWARD OF CONTRACT _____

20) WHETHER THE PROCUREMENT WAS INCLUDED IN ANNUAL PROCUREMENT PLAN?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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21) ADVERTISEMENT :

i) SPPRA Website
(If yes, give date and SPPRA Identification No.)

Yes	EPADS ID # S-25049231 & SMBB-IT WEBSITE
No	

ii) News Papers
(If yes, give names of newspapers and dates)

Yes	DAILY THE TRIBUNE (DATED: 11-04-2025) , DAILY JANG & DAILY KAWISH (DATED: 13-04-2025)
No	

22) NATURE OF CONTRACT

Domestic/ Local	<input checked="" type="checkbox"/>	Int.	<input type="checkbox"/>
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23) WHETHER QUALIFICATION CRITERIA
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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24) WHETHER BID EVALUATION CRITERIA
WAS INCLUDED IN BIDDING / TENDER DOCUMENTS?
(If yes, enclose a copy)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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25) WHETHER APPROVAL OF COMPETENT AUTHORITY WAS OBTAINED FOR USING A
METHOD OTHER THAN OPEN COMPETITIVE BIDDING?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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26) WAS BID SECURITY OBTAINED FROM ALL THE BIDDERS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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27) WHETHER THE SUCCESSFUL BID WAS LOWEST EVALUATED
BID / BEST EVALUATED BID (in case of Consultancies)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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28) WHETHER THE SUCCESSFUL BIDDER WAS TECHNICALLY
COMPLIANT?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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29) WHETHER NAMES OF THE BIDDERS AND THEIR QUOTED PRICES WERE READ OUT AT
THE TIME OF OPENING OF BIDS?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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30) WHETHER EVALUATION REPORT GIVEN TO BIDDERS BEFORE THE AWARD OF
CONTRACT?
(Attach copy of the bid evaluation report)

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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31) ANY COMPLAINTS RECEIVED
(If yes, result thereof)

Yes	
No	NO

32) ANY DEVIATION FROM SPECIFICATIONS GIVEN IN THE TENDER NOTICE / DOCUMENTS
(If yes, give details)

Yes	
No	NO

33) WAS THE EXTENSION MADE IN RESPONSE TIME?
(If yes, give reasons)

Yes	
No	NO

34) DEVIATION FROM QUALIFICATION CRITERIA
(If yes, give detailed reasons.)

Yes	
No	NO

35) WAS IT ASSURED BY THE PROCURING AGENCY THAT THE SELECTED FIRM IS NOT
BLACK LISTED?

Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
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36) WAS A VISIT MADE BY ANY OFFICER/OFFICIAL OF THE PROCURING AGENCY TO THE
SUPPLIER'S PREMISES IN CONNECTION WITH THE PROCUREMENT? IF SO, DETAILS TO
BE ASCERTAINED REGARDING FINANCING OF VISIT, IF ABROAD:
(If yes, enclose a copy)

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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37) WERE PROPER SAFEGUARDS PROVIDED ON MOBILIZATION ADVANCE PAYMENT IN
THE CONTRACT (BANK GUARANTEE ETC.)?

Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
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38) SPECIAL CONDITIONS, IF ANY
(If yes, give Brief Description)

Yes	
No	NO

Signature & Official Stamp of
Authorized Officer

Dr. Muhammad Sabir Memon
Executive Director
Shaheed Mohtarma Benazir Bhutto
Institute of Trauma, Karachi

FOR OFFICE USE ONLY

SPPRA, Block. No.8, Sindh Secretariat No.4-A, Court Road, Karachi
Tele: 021-9205356; 021-9205369 & Fax: 021-9206291

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SHAHEED MOHTARMA BENAZIR BHUTTO INSTITUTE OF TRAUMA CERTIFICATE

In accordance with SPPRA's comments on receiving and redressing complaints received during tender processing, we have certified that no complaints have been received about the procurement process of the below-mentioned tender.

EPADS ID: S-25049231

Tender Name: **PROVISION OF SECURITY
SERVICES**

Tender Reference: PROC/SMBBIT/(SECURITY-01)/2025-26

PROF. SADQA AFTAB
Department Of Anesthesia & ICU
SMBB Institute Of Trauma
PROF. DR. SADQA AFTAB
Chairperson- PC

HOD ICU & Anesthesiology Department,
SMBB Institute of Trauma, Karachi

Prof. DR. BADARUDDIN SAHITO
MBBS, FCPS, FRCS (Tr & Orth) Edinburgh
Professor
Head of Department Orthopaedic Surgery
Dow University of Health Sciences
Dr. Ruth K.M. Pfau
Civil Hospital Karachi

PROF. DR. BADDARUDDIN SAHITO
Member – PC
Head of the Department of Orthopaedic
Surgery
Dow University of Health Sciences &
Dr. Ruth K.M.Pfau Civil Hospital, Karachi

DR. YOUSUF MEMON
Member - PC
HOD Interventional Radiology,
SMBB Institute of Trauma, Karachi
Consultant and Head of
Interventional Radiology
MBBS, DMRB, FRCR₂A, EDIR VIR
SMBB Institute of Trauma Karachi

DR. SYED AKMAL SULTAN
HOD Orthopaedic Department,
Shaheed Mohtarma Benazir Bhutto Institute of
Trauma, Karachi

MR. BILAL IDREES
Member - PC
Manager
Supply Chain Management,
SMBB Institute of Trauma, Karachi
MANAGER
SUPPLY CHAIN MANAGEMENT
SMBB Institute of Trauma, Karachi

MR. HAMMAD HUSSAIN
Member - PC
Bio-Medical Engineer,
SMBB Institute of Trauma, Karachi
HAMMAD HUSSAIN
Biomedical Engineer
SMBB Institute of Trauma

MR. MUHAMMAD FAHEEM
Member - PC
Pharmacist,
SMBB Institute of Trauma, Karachi
MUHAMMAD FAHEEM
SENIOR PHARMACIST
Shaheed Mohtarma Benazir Bhutto
Institute of Trauma, Karachi

DR. MUHAMMAD SABIR MEMON
Executive Director,
SMBB Institute of Trauma, Karachi
Dr. Muhammad Sabir Memon
Executive Director
Shaheed Mohtarma Benazir Bhutto
Institute of Trauma, Karachi



SHAHEED MOHTARMA BENAZIR BHUTTO
INSTITUTE OF TRAUMA

No: PROC/SMBBIT/2024-25/474
Dated: 19 - May - 2025

LETTER OF ACCEPTANCE

M/s. RAPID SECURITY GUARDS (Pvt) LTD,
Suit # 2, Al-Karam Building, Main Shahrah-e-Liaquat,
Near Regal Chowk, Saddar, Karachi
Contact # 32723462

SUBJECT: LETTER OF ACCEPTANCE - PROVISION OF SECURITY SERVICES
NIT# PROC/SMBBIT/2024-25/387 (Dated: 10th April-2025),
REF# PROC/SMBBIT/(SECURITY-01)/2025-26
FOR FINANCIAL YEAR 2025-26

- A. Notice Inviting Tender issued in respect of “PROVISION OF SECURITY SERVICES” to be executed for one year from the date of award of contract extendable for further two years on yearly basis, after the approval of the **Competent Authority**.
- B. The said bid (**Single Stage – One Envelope** procedure basis) submitted at EPADS SPPRA on **30-04-2025** by your firm.
- C. Meeting of Procurement Committee of Institute was held on **30-04-2025** to open the the Financial Proposal respectively.
- D. Procurement Committee of SMBB Institute of Trauma has evaluated Proposal submitted by the participants in detail and recommended you as “**Preferred Bidder**” for execution of “PROVISION OF SECURITY SERVICES”.
- E. Procuring Agency now wishes to offer execution of same on term and conditions as per bid documents of said **Notice Inviting Tender**.

PART A: HUMAN RESOURCES					Karachi		
S.#	Particular	Required Staff in KHI.	Age Limit	Experience	Rate per person	Rate Per Month	Rate Per Year
1	Trained Head Supervisor	1	Up to 50 Years	5 Years' Experience in relevant post	43,023.00	43,023.00	516,276.00
S.#	Particular	Required Staff in KHI.	Age Limit	Experience	Rate per person	Rate Per Month	Rate Per Year



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2	Trained Supervisors	3	Up to 45 years	3 Years' Experience in relevant post	43,022.00	129,066.00	1,548,792.00
3	Trained Security Guards (Armed)	10	Up to 40 years	5 Years' Experience in relevant post	43,020.00	430,200.00	5,162,400.00
4	Trained Security Guards (Un-Armed)	150	22 years to 35 years	2 Years' Experience in relevant field	43,020.00	6,453,000.00	77,436,000.00
5	Trained Lady Searcher	25	30-40 years	2 Years' Experience in relevant field	43,020.00	1,075,500.00	12,906,000.00
6	Security Clerk	1	Up to 35 years	2 Years' Experience in relevant field	43,020.00	43,020.00	516,240.00
	Total Staff & Amount	190				8,173,809.00	98,085,708.00

PART A: HUMAN RESOURCES					Larkana		
S.#	Particular	Required Staff in LAR.	Age Limit	Experience	Rate per person	Rate Per Month	Rate Per Year
1	Trained Head Supervisor	1	Up to 50 Years	5 Years' Experience in relevant post	43,023.00	43,023.00	516,276.00
2	Trained Supervisors	2	Up to 45 years	3 Years' Experience in relevant post	43,022.00	86,044.00	1,032,528.00
3	Trained Security Guards (Armed)	6	Up to 40 years	5 Years' Experience in relevant post	43,020.00	258,120.00	3,097,440.00
4	Trained Security Guards (Un-Armed)	80	22 years to 35 years	2 Years' Experience in relevant field	43,020.00	3,441,600.00	41,299,200.00
5	Trained Lady Searcher	10	30-40 years	2 Years' Experience in relevant field	43,020.00	430,200.00	5,162,400.00



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S.#	Particular	Required Staff in LAR.	Age Limit	Experience	Rate per person	Rate Per Month	Rate Per Year
6	Security Clerk	1	Up to 35 years	2 Years' Experience in relevant field	43,020.00	43,020.00	516,240.00
	Total Staff & Amount	100				4,302,007.00	51,624,084.00

Security Staff will work under supervision of the **Executive Director of SMBB Institute of Trauma Karachi**. All security personnel who deployed at SMBB-IT and SMBB-TERCL mandatory to submit Police verification certificate individually by security provider.

Subsequent Year's price increase of offered Services (in terms of percentage), in case contract is renewed	
2nd Year	10% (percent) Escalation in first year's price
3rd Year	10% (percent) Escalation in second year's price

In the province of Sindh, when the SMBB Institute of Trauma (SMBBIT) expands its operations pursuant to directives issued by the Health Department, a formal *Letter of Acceptance (LOA)* regarding manpower is issued to the successful bidder, in accordance with the approved rate contract.

Upon receipt of the LOA, the bidder is required to submit the *Performance Security* in the form of a Pay Order. Following the submission of the Performance Security, the bidder must commence the provision of services without any failure or delay, as per the agreed terms and conditions.

SCOPE OF WORK

1. **Aim:** To establish foolproof security arrangements to ward off any subversive / untoward incident. The following are the scope of work to be performed if hired for provision of security services for SMBBIT and SMBB-TERCL.

- Provide Security on 24/7 basis.
- Maintain harmony under stressful situation.
- Maintain **Traffic Inflow** during peace and emergency time and facilitate parking of vehicles as per policy of the SMBBIT as well as provide security & Monitoring of dedicated parking slots.
- Provide Security to all Staff in ER and in the Hospital premises.
- Frequent updates on Emergency Plans and procedure with SMBBIT.
- Provide monitoring on all activities 24/7.



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- Security Agency will be responsible to provide the Security to the Hospital assets and any other job assigned by the SMBBIT in this regard.

a) SECURITY GUARDS

- i. The company shall provide Security Guards at designated location(s) to provide security cover, and also Security Guards with Automatic / Semi-automatic / rapid-fire weapon as per given schedule of duty timing.
- ii. The company shall provide and ensure that each guard on duty has received and understood written instructions of basic duties and has the following in his possession.
 1. Company card and copy of Computerized National Identity Card (CNIC).
 2. Torch for guards on evening and night duties
 3. Standard Uniform (like badges Cap Shirt Bot belt whistle etc.)
 4. Weapon(s) with ammunition of agreed kind and quality to be provided only to the relevant security guard as per the requirement / request of SMBBIT administration.
 5. The Guard will be called “**Standing Security Guard**” and will remain alert, patrolling and vigilant throughout their duty hours, and any mishap will be the responsibility of the company under all circumstances.
 6. The company shall be bound to execute the directives of the SMBBIT Standing Security Orders, which will be conveyed to the company through Email, WhatsApp message / SMS or Letter etc.
 7. The company shall be responsible to provide satisfactory services at all key points of SMBBIT premises with the following conditions:
 - a. The company shall maintain extra guards to be readily available with the company as the substitute for the supervisors/Guards who become absent /short/sick at the company's own enrollment for which the SMBBIT Management will not make any extra payment.
 - b. The company shall deploy energetic, smart and healthy, well trained ex-armed forces personnel (preferable) or well-trained civilians with perfect turnout, smart uniform and fully competent to meet security requirements / demands at sensitive/vulnerable points in consultation with the security incharge of the SMBBIT / Nominated Officer SMBBIT designated for the purpose.
 - c. Upon unsatisfactory performance of the supervisor/guards as determined by the SMBBIT Management, the contract agreement shall be terminated by giving one month's notice to the Security Company. Unsatisfactory performance includes:
 - Unable to provide desired number of security guards / supervisors / lady searchers.
 - Absence of security guard(s) from duty
 - Non-Attendance of office on scheduled / prescribed time.
 - Casual performance of duty by guard(s)
 - During the period of agreement, the responsibility of any loss and damage due to unsatisfactory performance of the security company.
 - Non-reporting of major incidents to SMBBIT management that occurs in the SMBBIT premises



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- d. Daily attendance shall be marked as per the approved attendance system of the SMBBIT. Security Company head office shall also submit the Daily Attendance Sheet. Month wise bill be submitted to SMBBIT, on 1st week of every month regularly.
- e. The guard services must be on shift basis according to labor laws each day with different guard at each shift shall be provided by the company to SMBBIT.
- f. The company of active performance of duties by the security guards and working of mechanical security system round the clock, seven days a week even on holidays and shall maintain a supervisory network of its own to ensure presence.

b) MECHANICAL SECURITY SYSTEM:

1. The company shall provide **"Hand-Held Metal Detectors"**.
2. The company shall provide **"under carriage Car-Search Mirror"**.
3. The company shall provide **"Walk through Gate"**.
4. The company shall provide communication in shape of **"Walkie-talkies intercommunication system"**.
5. The company shall provide and install the equipment mentioned at **serial No i, ii, iii, and v** from the first day of this agreement, till its end /termination, whichever occur earlier.
6. The company shall provide its above listed equipment in good quality and condition and ensure its proper activation / operation throughout the period of contract agreement.
7. The ownership of the companies above listed equipment shall rest with the company. However, it shall not be replaced after its installation from the location without the prior written approval of the SMBBIT Management.
8. During the period for which the equipment is taken out for repair or replacement, the company shall provide its replacement of the same nature, quality and condition, without affecting security services. However, upon termination of this agreement, the company shall be permitted to remove all its apparatus /equipment installed in the premises.
9. The company shall ensure activation of the equipment round the clock, seven days a week, without any interruption.
10. The possible use of **Hand-Held Metal Detector, Car search mirrors, walk through gates and walkie-talkies**, will be defined in a mutually agreed Standing Operation Practices to be devised at each location.
11. The company shall be responsible for the maintenance of its equipment.
12. The SMBBIT management shall provide adequate space, light and power at the premises for installation and operation of the equipment.
13. The company shall be responsible for proper and effective use of Mechanical Security Systems.
14. The company shall comply with all the instructions as and when given by the SMBBIT Management regarding services and use of all equipment.
15. The company shall be responsible to provide **"Walk Though Security System"** and central alarm service, as and when / wherever, required by SMBBIT.



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2. THE GUARD'S DUTIES SHALL INTER ALIA INCLUDE THE FOLLOWING

1. Prevention of entry into offices /installation premises trusted in the charge of the company, of any person not authorized by SMBBIT Management or any person who lacks proper identification or intrudes the secured premises.
2. Prevent pilferage of items /equipment/property belonging to SMBBIT from the premises placed under the charge of the company as per written instructions issued by the authorized officer of the SMBBIT Management. Proper inventory list will be prepared and checked by both the parties or any part of property will not be removed without a proper gate pass.
3. Inform concerned authorized officer of the SMBBIT Management promptly and accurately, of any occurrence detrimental to the security of the installation premises and property of the SMBBIT placed under charge of the company.

4. TO TAKE PROPER ACTION IN CASE OF EMERGENCIES LIKE:

- 4.1 Fire, rising of alarm and proper communication to fire brigade and officer in-charge of the installation and arrange rescue activities.
- 4.2 Forced Entry will be promptly reported to the local police station, SMBBIT security in-charge and Security Company's head office for appropriate action.
- 4.3 Law and order situation will be promptly reported to the local police station, SMBBIT Security in-charge and the security company head office of the company for appropriate action. All entry points shall be closed under such situation.
- 4.4 Provide medical assistance to SMBBIT Management to any person injured in the premises. The provision of medical coverage and its cost shall be borne by SMBBIT, in case, if the negligence is in part of the SMBBIT.
- 4.5 To carry out daily checking of all security lights, entry points and locked premises for their effectiveness after office hours or on closed holidays.
- 4.6 Patrolling / picketing the installation as per specific written orders peculiar to the installation prepared by the company and approved by the SMBBIT administration.
- 4.7 To properly brief the relieving guard, about any situation concerning the security.
5. Security guards must have under gone, Fire Fighting Trainings and elimination of the subversive activities (bidder is bound to provide the training certificate on the demand of SMBBIT). Further Executive Director ordination with concerned secret agencies; special police, local police and civil defense authorities will be done at site and to take immediate remedial measures.
6. The guard shall perform duties including security of SMBBIT personnel, installations, its property and fire fighting in any eventuality of a fire disaster or any other likely attack by the human being or group of human beings.
7. During the validity of the contract agreement, in case damage occurs to the property or personnel of the SMBBIT and due to outbreak of fire or any other eventuality caused by the negligence of the security guards, the company shall be wholly responsible and liable for paying for such losses occurred to SMBBIT, as a result of their negligence, to be decided by a committee consisting of representatives, in equal number of both the parties, which will decide the matter after considering the following:



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- 7.1 Negligence of security guards amounting to an act of omission or commission as a result to which loss occurs as enlisted in the indemnity clause.
- 7.2 Negligence of guards in case of the fire, or other disaster, which is caused by any act omission and commission of security guards.
- 7.3 Any fire/disaster, which erupts from outside as a result of any calamity and accident and is beyond the control of security guards, will not fall under the indemnity clause.
- 7.4 The Company shall notify its representatives who will be contracted for immediate replacement in the event of unsatisfactory performance of deputed personnel.

3. PENALTY:

1. The Security Company is bound to provide guards on every cost for sensitive areas, in case of any loss due to lapse Security Company will be held responsible.
2. In case of any damage / loss to SMBBIT due to Security lapse herewith for determination of liability a committee constituted by the SMBBIT management having representation from Security Company will investigate the matter and fix the responsibility. The recommendation of the committee shall be a binding on the company to pay the losses.
3. In case of any theft / damage at go down premises, the security company will be held responsible to pay the entire losses to the SMBBIT as determined by the Committee constituted by the Competent Authority.
4. Overage and underage guards will not be accepted for duty and no salary shall be paid for them.
5. In case of placement of inefficient guard / placement of, lethargic guards, guards without proper uniform, SMBBIT reserve the rights to impose penalty up to Rupees 500/-.

4. HUMAN RESOURCE:

Staff will work according to the table provided below by the authorized officer of SMBBIT, TIEST at designated location(s). This could be adjusted according to the future requirements of the SMBBIT.

1. The contractor shall be responsible to provide satisfactory services at SMBBIT, by deploying energetic, and healthy, well-trained workers with approved uniform.
2. In case of any dispute between guard / workers and the contractor the matter shall be, referred to the SMBBIT for arbitration whose decision shall be final.
3. Undisciplined guards and /or guards involved in immoral activities will not be allowed to serve in the SMBBIT.
4. Contractor will be bound to change the guards who will be unwanted by the SMBBIT management immediately.
5. **The employees will work according to government rules / policy:**
 - 5.1 The services to be provided by the contractor must be according to labor laws.
 - 5.2 Child labor rules and basic human rights will not be violated by the Contractor.
 - 5.3 Age of worker shall not be less than 18 years.
 - 5.4 Contractor shall be bound to provide the sanctioned strength of Guards at all-time even on holiday.



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5.5 Contractor shall be bound to pay the minimum salary to its employees working at SMBBIT as per the prevailing rates fixed by the Provincial Government.

5. CONFIDENTIALITY:

1. The company shall ensure that all employees performing, the services shall not any time during the validity of the contract agreement or thereafter, will not disclose any information whatsoever, to any person, as to be affairs of the SMBBIT or its personnel and as to any other matter, which may come to their knowledge by reason of performance of the services. If in the opinion of the SMBBIT Management, there has been any such disclosure the person concerned shall immediately be dismissed from the service of the company and other necessary action shall also be initiated with the consultation of SMBBIT management.

6. RESPONSIBILITIES OF THE COMPANY:

1. In addition to the services to be performed by the company specified above, the company shall provide at additional cost to the SMBBIT such supervision of its employees as in necessary to adequately fulfill its obligation.
2. The company is responsible for ensuring that all its employees performing the services are physically and mentally fit, have no communicable disease and are in good health in all respects to perform the duties.
3. The Company is an independent contractor and accordingly is fully responsible for any accident or injury to its personnel or caused by its personnel and agrees that neither the SMBBIT nor any of its personnel shall be held liable for either of the above in any manner.
4. The personnel of the company shall not in any manner indulge in any unionism nor have any linked activity with SMBBIT employees.
5. The company is responsible for recruitment, discipline and all other service matters of its employees. They shall not in any case communicate with the SMBBIT management regarding their service matters that is the sole responsibility of the company.
6. The SMBBIT may refuse to accept services from any of the employees of the company, whose work has been found unsatisfactory or not in the accordance with the requirements of this document.
7. The company shall be responsible for the deployment of security guards at all vulnerable points as per the agreement. However, for any new site, for which order of deployment will be issued by SMBBIT management, the company shall be responsible to deploy security guards and install the security system after the issuance of work order within **seven days**. In case of delay, if any incident takes place, it shall be covered under the indemnity clause.
8. The Security Company will use its own frequency for communication (Walkie-Talkies) to the SMBBIT.

7. RESTRICTION OF ASSIGNMENT / TAKE OVER



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1. The company shall not assign or sub-contract any of its duties or rights under this agreement, including but not limited to any benefit or interest herein or there under, any such assignment or sub-contacting by the company shall entitle the SMBBIT to terminate its services forthwith.
2. If the company makes any arrangement with or assignment in favor of its creditors or amalgamates with any other concern or his taken over, the SMBBIT shall be entitled to terminate its services forthwith.

8. SECURITY MEASURES

1. The Security Company shall maintain the proper record at main gate during the IN & OUT of vehicle / visitors at site.
2. The Security Company shall provide the thumb impression device to put the thumb of Security Guards to ensure their attendance in time. Besides the attendance would be verified by the in charge.
3. The Security Company shall be responsible to ensure the safety and security of SMBBIT assets moveable and immovable including warehouse.
4. Arms shall be in working condition at all the time. Armed Guards equipped with sufficient cartridges.

9. GENERAL CONDITIONS

1. SMBBIT at its discretion can reduce / increase the number of guards, on agreed rate of payment and on the same terms & conditions, on the request of relevant in charges in case of emergencies. However, the in charge have to immediately inform the SMBBIT Management. The verbal intimation would be duly followed by written request mentioning therein the circumstances / reasons on next day.
2. Security Company shall ensure the availability of adequate reserve guards. In case of absence casual or other leave by any Security Guard, the Security Company shall provide the alternate guard from the reserve guards in case of absence of any Security Guard, the Security Company shall be liable to provide the required strength at site otherwise SMBBIT reserve the right to imposed the penalty as per agreement.
3. Security Company shall ensure the placement of Guards, strictly in accordance with agreement, Terms and Conditions.
4. SMBBIT can increase / decrease the number of guards. In this situation the Security Company will be informed in writing accordingly. In case of number of guards increased / decreased upon directives of SMBBIT, the payment shall be made / adjusted on the agreed rates.
5. The contractor will provide physically fit and sound in health armed guard, properly uniform and ensure that each guard must have following documents:
 - i. Attested photocopy of NADRA Computerized Card.
 - ii. Original Service Card issued by the Security Company.
 - iii. Photocopy of license, certificate of weapon held by the guard.
 - iv. Copy of Certified discharge work issued by Ex-Armed Forces.



SHAHEED MOHTARMA BENAZIR BHUTTO INSTITUTE OF TRAUMA

No: PROC/SMBBIT/2024-25/474

Dated: 19 - May - 2025

6. **Without uniform, Lethargic, inefficient, over and below age guards will not be accepted.**
7. This agreement would affect from the date of Signing of this agreement and shall continue in force unless and until it is determined in accordance with the provisions regarding termination of agreement.
8. The Security Company would response to cover all financial rates of Security Guards, including payment of salary and compensation to the Guards and all type of taxes and levies whether acquired through collective bargaining or otherwise and all the expenditure for providing allied services.
9. Any increase or decrease in any levies or rates imposed by the Government / CBA, wages and / or salaries fluctuation in market rates of equipment, materials, etc. during the currency of this agreement shall be on the Security Company's account and no claims for such increase shall be entertained by the SMBBIT.
10. Any taxes/duties already in place or levied by the Government during the currency of the agreement will be on Security Company's account and no claim shall be entertained by the SMBBIT. If during the subsistence of this agreement or any renewal thereof any case, tax charges or surcharge is levied in respect of the services which are subject of this agreement, by the Federal, Provincial or Local Government. Such case, tax charges or surcharge, as the case may be, payable by the Security Company.
11. SMBBIT will not be liable to make any extra payment if the Security Company is to provide services in the event of any civil commotion, war, enemy action, hostilities, act of God or any other circumstance etc.
12. The Security Company will keep tile SMBBIT free of any liability for the clause of compensation, if any to any employee of the Security Company in case of their injury, death etc.
13. Any claims of injuries, loss of limb or life of labor and other workers engaged/employed by the Security Company for operations under this agreement or work connected directly or indirectly with the agreement shall be settled and paid by the Security Company, SMBBIT shall in no way be responsible for any compensation in this connection.
14. One-month prior notice in writing shall be served by either party for termination of contract.
15. Upon the termination of this agreement the Security Company shall be permitted to remove all its apparatus and equipment which may have been placed in the premises.
16. SMBBIT shall make the payment to the Security Company on monthly basis after submission of bill in detail with attendance sheet with name of Un-Armed Guards/Armed Guards duly verified SMBBIT representative.
17. Copy of register, indicating entry and exit of vehicles.
18. Details showing arrival / dispatches of vehicles SMBBIT warehouses.
19. In case of any dispute or difference arising between the parties hereto relating to the interpretation or effect of any clause of this Agreement, the same shall be referred to **Executive Director, SMBBIT** or his nominee as Arbitrator and his decision shall be final and binding upon the parties hereto.



SHAHEED MOHTARMA BENAZIR BHUTTO INSTITUTE OF TRAUMA

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Dated: 19 - May - 2025

20. The Security Company shall be responsible to complete all documentation, if notified from time to time.
21. The Security Company shall be responsible to maintain all the record along with details of Guards for onward submission to SMBBIT as and when required.
22. The Security Company will ensure that they have enough financial capacity to pay at least two-month salary timely to the deputed Security Guards / Manpower in SMBBIT and Security Company should be submitting such undertaking signed by CEO/CFO or Managing Partner on attested stamp paper of value Rs. 100/-.

10. PLACEMENT OF GUARDS AND ALLIED SERVICES

1. Security Guards shall be provided without gap for twenty-four hours (24) per day and seven (7) days per week at SMBBIT.
2. Security Company shall provide the details of Guards along with its past experience, copy of CNIC, copy of service card and other required details / information, it notified, one week prior to placement of Guard to the place of posting.
3. Security Company will ensure that the security guard is active, healthy and free from any diseases. Allowed age limit of placement of security guard duly trained will be preferred.
4. Security Company will ensure that the Security Guard is well trained. The guards must have at least one-year experience of any security company at least fifteen bullets/ cartridges shall be available with each arm guard.
5. Schedule for posting of security guards shall be prepared with In-charge (Security) and issued with approval of competent authority.
6. Guards shall be on the payroll of Security Company, preferably on the permanent slot, otherwise, in case of contractual employment, minimum period should not be less than six months.
7. During the hiring of Security Guards, the offer / appointment letter may be issued and same would be sent In-charge Security for record.
8. Any change in placement of Security Guards shall be made with prior information and approval of the In-charge Security.
9. Security Company shall ensure the availability of adequate reserve guards.
10. Security Company shall ensure placement of Guards, strictly in accordance with agreement, Terms and condition.
11. SMBBIT at its discretion can reduce / increase the number of guards, on agreed rate of payment and on the same terms and condition, on the request of relevant incharges in case of emergencies. However, the in-charge have to immediately inform the In-charge Security and Executive Director / Management. The verbal intimation would be duly followed by written request mentioning therein the circumstances / reasons on next day.

11. PAYMENT

1. Due payment will be made after completion of each month.



SHAHEED MOHTARMA BENAZIR BHUTTO INSTITUTE OF TRAUMA

No: PROC/SMBBIT/2024-25/ 474

Dated: 19 - May - 2025

2. The Security Company required to submit the following documents along with bill:
3. Invoice with covering letter, both duly signed and stamped by authorized officer, separate for each location.
4. Original attendance sheet of the Guards daily and monthly duly verified by the in-charge.
5. Copy of any/all correspondence made with SMBBIT or any other agency / person / organization during that month.
6. Any other details/documents, if required by SMBBIT.
7. Evidence / support of all claims in bills.
8. Security company shall Submit / close the attendance on last day of the month and shall submit invoices to concern offices by 5th of each month.

AREA COVERED BY THE CONTRACTOR:

- a. Contractor will be fully responsible to provide security to whole covered area and periphery of SMBBIT.
- b. Contractor shall be responsible for round the clock Security Services of the areas under contract.

RECTIFICATION REPORT:

In case of any complaint or observation conveyed to the contractor or their Security supervisor by Concerned Authorities the contractor will report the steps taken in order to rectify those observations in writing within stipulated time.

1. That this letter of acceptance does not form a contractual or legal relationship under the relevant law of Pakistan between SMBB Institute of Trauma and the addressee of this "Letter of Acceptance".
2. You are therefore requested to confirm within Seven (07) days from the date of receipt of this letter of acceptance, regarding your willingness to accept this offer for "PROVISION OF SECURITY SERVICES" to this SMBB Institute of Trauma.
3. If agreed, Form of Contract on Non-Judicial Stamp Paper along with Bank Guarantee of Performance Security Bond of **10% of Contract value i.e. Rs. 14,970,980/-** may be submitted to this Institute within stipulated time.
4. **0.35% of ordered amount Rs. 523,984/-** should be placed on contract agreement as stamp duty on stamp paper of value.



**SHAHEED MOHTARMA BENAZIR BHUTTO
INSTITUTE OF TRAUMA**

No: PROC/SMBBIT/2024-25/474

Dated: 19 - May - 2025

5. Documents showing any set of exemption from duty taxes should be attached with bills.

dw

EXECUTIVE DIRECTOR / DDO
SMBB Institute of Trauma – Karachi

Copy forwarded to concern for information and necessary action, please;

1. **The Director A&F, SPPRA** with reference to EPADS ID: **S-25049231**
2. **Account & Finance Department, SMBB Institute of Trauma, Karachi**

dw

EXECUTIVE DIRECTOR / DDO
SMBB Institute of Trauma - Karachi

Revised
20/5/2025



SHAHEED MOHTARMA BENAZIR BHUTTO INSTITUTE OF TRAUMA

No: PROC/SMBBIT/2024-25/523
Dated: 13 - June - 2025

AWARD OF TENDER

M/S. RAPID SECURITY GUARDS (PVT.) LTD,
Suit # 2, Al-Karam Building, Main Shahrah-e-Liaquat,
Near Regal Chowk, Saddar,
Karachi.
Contact # 32723462

**SUBJECT: AWARD OF TENDER - PROVISION OF SECURITY SERVICES FOR
FINANCIAL YEAR 2025-26**

We are pleased to award you the job of “PROVISION OF SECURITY SERVICES” on terms and conditions as per Contract Agreement with effect from **01st July-2025** till **30th June-2026** i.e. (Extendable for further two years on yearly basis after the approval from Competent Authority of SMBB Institute of Trauma or till finalization of next tender.)

REFERENCE CORRESPONDENCE:

TENDER NAME:	PROVISION OF SECURITY SERVICES
NIT #	PROC/SMBBIT/2024-25/387 DATED: 10 th April 2025
NIT REFERENCE #	PROC/SMBBIT/(SECURITY-01)/2025-26
EPADS ID:	S-25049231
FINANCIAL BID OPENING DATE:	30-04-2025 AT 11:00AM
LETTER OF ACCEPTANCE #	PROC/SMBBIT/2024-25/474 Dated: 19 th May-2025



PART A: HUMAN RESOURCES					Karachi		
S.#	Particular	Required Staff in KHI.	Age Limit	Experience	Rate per person	Rate Per Month	Rate Per Year
1	Trained Head Supervisor	1	Up to 50 Years	5 Years' Experience in relevant post	43,023.00	43,023.00	516,276.00
2	Trained Supervisors	3	Up to 45 years	3 Years' Experience in relevant post	43,022.00	129,066.00	1,548,792.00
3	Trained Security Guards (Armed)	10	Up to 40 years	5 Years' Experience in relevant post	43,020.00	430,200.00	5,162,400.00
4	Trained Security Guards (Un-Armed)	150	22 years to 35 years	2 Years' Experience in relevant field	43,020.00	6,453,000.00	77,436,000.00



**SHAHEED MOHTARMA BENAZIR BHUTTO
INSTITUTE OF TRAUMA**



No: PROC/SMBBIT/2024-25/523
Dated: 13th - June - 2025

S.#	Particular	Required Staff in KHI.	Age Limit	Experience	Rate per person	Rate Per Month	Rate Per Year
5	Trained Lady Searcher	25	30-40 years	2 Years' Experience in relevant field	43,020.00	1,075,500.00	12,906,000.00
6	Security Clerk	1	Up to 35 years	2 Years' Experience in relevant field	43,020.00	43,020.00	516,240.00
	Total Staff & Amount	190				8,173,809.00	98,085,708.00



EXECUTIVE DIRECTOR / DDO
SMBB Institute of Trauma – Karachi

Copy forwarded to concern for information and necessary action, please;

1. The Director A&F, SPPRA with reference to EPADS ID: S-25049231
2. Accounts & Finance Department, SMBB Institute of Trauma, Karachi
3. In-charge Security Services, SMBB Institute of Trauma, Karachi



EXECUTIVE DIRECTOR / DDO
SMBB Institute of Trauma - Karachi



SHAHEED MOHTARMA BENAZIR BHUTTO
INSTITUTE OF TRAUMA

No: PROC/TERCL /2024-25/353
Dated: 13th - June - 2025

AWARD OF TENDER

M/S. RAPID SECURITY GUARDS (PVT.) LTD,
Suit # 2, Al-Karam Building, Main Shahrah-e-Liaquat,
Near Regal Chowk, Saddar,
Karachi.
Contact # 32723462

SUBJECT: **AWARD OF TENDER - PROVISION OF SECURITY SERVICES FOR
FINANCIAL YEAR 2025-26**

We are pleased to award you the job of “PROVISION OF SECURITY SERVICES” on terms and conditions as per Contract Agreement with effect from **01st July-2025** till **30th June-2026** i.e. (Extendable for further two years on yearly basis after the approval from Competent Authority of SMBB Institute of Trauma or till finalization of next tender.)

REFERENCE CORRESPONDENCE:

TENDER NAME:	PROVISION OF SECURITY SERVICES
NIT #	PROC/SMBBIT/2024-25/387 DATED: 10 th April 2025
NIT REFERENCE #	PROC/SMBBIT/(SECURITY-01)/2025-26
EPADS ID:	S-25049231
FINANCIAL BID OPENING DATE:	30-04-2025 AT 11:00AM
LETTER OF ACCEPTANCE #	PROC/SMBBIT/2024-25/474 Dated: 19 th May-2025

PART A: HUMAN RESOURCES					Larkana		
S.#	Particular	Required Staff in LAR.	Age Limit	Experience	Rate per person	Rate Per Month	Rate Per Year
1	Trained Head Supervisor	1	Up to 50 Years	5 Years' Experience in relevant post	43,023.00	43,023.00	516,276.00
2	Trained Supervisors	2	Up to 45 years	3 Years' Experience in relevant post	43,022.00	86,044.00	1,032,528.00
3	Trained Security Guards (Armed)	6	Up to 40 years	5 Years' Experience in relevant post	43,020.00	258,120.00	3,097,440.00
4	Trained Security Guards (Un-Armed)	80	22 years to 35 years	2 Years' Experience in relevant field	43,020.00	3,441,600.00	41,299,200.00




**SHAHEED MOHTARMA BENAZIR BHUTTO
INSTITUTE OF TRAUMA**

No: PROC/TERCL /2024-25/ 353

Dated: 13th - June - 2025

S.#	Particular	Required Staff in LAR.	Age Limit	Experience	Rate per person	Rate Per Month	Rate Per Year
5	Trained Lady Searcher	10	30-40 years	2 Years' Experience in relevant field	43,020.00	430,200.00	5,162,400.00
6	Security Clerk	1	Up to 35 years	2 Years' Experience in relevant field	43,020.00	43,020.00	516,240.00
	Total Staff & Amount	100				4,302,007.00	51,624,084.00


EXECUTIVE DIRECTOR / DDO
SMBB Institute of Trauma – Karachi

Copy forwarded to concern for information and necessary action, please;

1. The Director A&F, SPPRA with reference to EPADS ID: S-25049231
2. Accounts & Finance Department, SMBB Institute of Trauma, Karachi
3. In-charge Security Services, SMBB Institute of Trauma, Karachi


EXECUTIVE DIRECTOR / DDO
SMBB Institute of Trauma - Karachi

AJ159964



CONTRACT AGREEMENT

MUHAMMAD ZAKIR

Sale Register Serial No.

140464

STAMP VENDOR
REFERENCE CORRESPONDENCE
GoS-KHI-

Date of Issue: 16-May-2025

Paper Issued To: Chaudhry Yousuf (Adv) [42000-00000000]

Lic No. 705-A,
7th Floor, Panorama Centre-
1, Near Atrium Mall Saddar
Karachi

Address: Karachi

Contact No. 0000-00000000

Purpose: Bond

Challan No. 20252A7

Date: 15-May-2025

PROVISION OF SECURITY SERVICES

PROC/SMBBIT/2024-25/387 (Dated: 10th April-2025)

EF4746B0B

PROC/SMBBIT/(SECURITY-01)/2025-26

Please Write Below This Line

NIT Reference #

EPADS ID

Financial Bid Opening Date:

Letter of Acceptance #

Stamp paper by scanning the QR code of stamps.gos.pk by using the "Verification Through Web" option before purchased.

30-April-2025

PROC/SMBBIT/2024-25/474 Dated: 19-05-2025

This Contract Agreement (hereinafter called the **Agreement**) made on 13th day of June, 2025.

Between

M/s. RAPID SECURITY GUARDS (PVT.) LTD.,

A Contractor, having its office **Suit # 2, Al-Karam Building, Main Shahrah-e-Liaquat, Near Regal Chowk, Saddar, Karachi** (Hereinafter called the **Contractor**), which expression shall be deemed to mean and include its successor-in-interest and permitted assigns;

AND

SHAHEED MOHTARMA BENAZIR BHUTTO INSTITUTE OF TRAUMA, KARACHI

A department under control of **SMBB Institute of Trauma, Karachi**, having its office at **Trauma & Emergency Response Centre Larkana, Sindh, Pakistan** hereinafter mentioned at "**the Client**" which expression shall be deemed to mean and include its successor-in-interest and permitted assigns;

Whereas the **Contractor** has agreed to render certain services i.e. "**PROVISION OF SECURITY SERVICES**" at **SMBB Institute of Trauma, Karachi** and **SMBB Trauma & Emergency Response Centre Larkana, Sindh, Pakistan** and has necessarily know how and staff in the respect.

AND

Whereas the **Client** is desirous of availing the services offered by the contractor for "**PROVISION OF SECURITY SERVICES**" at **SMBB Institute of Trauma, Karachi** and **SMBB Trauma & Emergency Response Centre Larkana, Sindh, Pakistan** on terms and conditions as per bidding documents in said NIT for its premises at the cost of **Rs. 149,709,792/-** as per year (The Contract Amount) as per below;

	<u>PART A: HUMAN RESOURCES</u>				Karachi		
S.#	Particular	Required Staff in KHL	Age Limit	Experience	Rate per person	Rate Per Month	Rate Per Year
1	Trained Head Supervisor	1	Up to 50 Years	5 Years' Experience in relevant post	43,023.00	43,023.00	516,276.00
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	Total Staff & Amount	190				8,173,809.00	98,085,708.00

	<u>PART A: HUMAN RESOURCES</u>				Larkana		
S.#	Particular	Required Staff in LAR.	Age Limit	Experience	Rate per person	Rate Per Month	Rate Per Year
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5	Trained Lady Searcher	10	30-40 years	2 Years' Experience in relevant field	43,020.00	430,200.00	5,162,400.00
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	Total Staff & Amount	100				4,302,007.00	51,624,084.00



Security Staff will work under supervision of the **Executive Director of SMBB Institute of Trauma Karachi**. All security personnel who deployed at SMBBIT and SMBB-TERCL mandatory to submit Police verification certificate individually by security provider.

Subsequent Year's price increase of offered Services (in terms of percentage), in case contract is renewed	
2nd Year	10% (percent) Escalation in first year's price
3rd Year	10% (percent) Escalation in second year's price

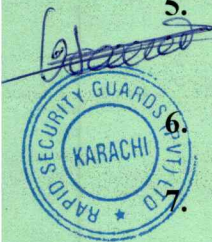
In the province of Sindh, when the SMBB Institute of Trauma (SMBBIT) expands its operations pursuant to directives issued by the Health Department, a formal *Letter of Acceptance* (LOA) regarding manpower is issued to the successful bidder, in accordance with the approved rate contract.

Upon receipt of the LOA, the bidder is required to submit the *Performance Security* in the form of a Pay Order. Following the submission of the Performance Security, the bidder must commence the provision of services without any failure or delay, as per the agreed terms and conditions.

M/S. RAPID SECURITY GUARDS (PVT) LTD.'s

SCOPE OF WORK

1. **Aim:** To establish foolproof security arrangements to ward off any subversive / untoward incident. The following are the scope of work to be performed if hired for provision of security services for SMBBIT.
 - Provide Security on 24/7 basis.
 - Maintain harmony under stressful situation.
 - Maintain **Traffic Inflow** during peace and emergency time and facilitate parking of vehicles as per policy of the SMBBIT as well as provide security & Monitoring of dedicated parking slots.
 - Provide Security to all Staff in ER and in the Hospital premises.
 - Frequent updates on Emergency Plans and procedure with SMBBIT.
 - Provide monitoring on all activities 24/7.
 - Security Agency will be responsible to provide the Security to the Hospital assets and any other job assigned by the SMBBIT in this regard.
- a) **SECURITY GUARDS**
 - i. The company shall provide Security Guards at designated location(s) to provide security cover, and also Security Guards with Automatic / Semi-automatic / rapid-fire weapon as per given schedule of duty timing.
 - ii. The company shall provide and ensure that each guard on duty has received and understood written instructions of basic duties and has the following in his possession.
 1. Company card and copy of Computerized National Identity Card (CNIC).
 2. Torch for guards on evening and night duties
 3. Standard Uniform (like badges Cap Shirt Bot belt whistle etc.)
 4. Weapon(s) with ammunition of agreed kind and quality to be provided only to the relevant security guard as per the requirement / request of SMBBIT administration.
 5. The Guard will be called **"Standing Security Guard"** and will remain alert, patrolling and vigilant throughout their duty hours, and any mishap will be the responsibility of the company under all circumstances.
 6. The company shall be bound to execute the directives of the SMBBIT Standing Security Orders, which will be conveyed to the company through Email, WhatsApp message / SMS or Letter etc.
 7. The company shall be responsible to provide satisfactory services at all key points of SMBBIT premises with the following conditions:
 - a. The company shall maintain extra guards to be readily available with the company as the substitute for the supervisors/Guards who become absent /short/sick at the company's own enrollment for which the SMBBIT Management will not make any extra payment.



- b. The company shall deploy energetic, smart and healthy, well trained ex-armed forces personnel (preferable) or well-trained civilians with perfect turnout, smart uniform and fully competent to meet security requirements / demands at sensitive/vulnerable points in consultation with the security incharge of the SMBBIT / Nominated Officer SMBBIT designated for the purpose.
- c. Upon unsatisfactory performance of the supervisor/guards as determined by the SMBBIT Management, the contract agreement shall be terminated by giving one month's notice to the Security Company. Unsatisfactory performance includes:
 - Unable to provide desired number of security guards / supervisors / lady searchers.
 - Absence of security guard(s) from duty
 - Non-Attendance of office on scheduled / prescribed time.
 - Casual performance of duty by guard(s)
 - During the period of agreement, the responsibility of any loss and damage due to unsatisfactory performance of the security company.
 - Non-reporting of major incidents to SMBBIT management that occurs in the SMBBIT premises
- d. Daily attendance shall be marked as per the approved attendance system of the SMBBIT. Security Company head office shall also submit the Daily Attendance Sheet. Month wise bill be submitted to SMBBIT, on 1st week of every month regularly.
- e. The guard services must be on shift basis according to labor laws each day with different guard at each shift shall be provided by the company to SMBBIT.
- f. The company of active performance of duties by the security guards and working of mechanical security system round the clock, seven days a week even on holidays and shall maintain a supervisory network of its own to ensure presence.

b) MECHANICAL SECURITY SYSTEM:

1. The company shall provide **"Hand-Held Metal Detectors"**.
2. The company shall provide **"under carriage Car-Search Mirror"**.
3. The company shall provide **"Walk through Gate"**.
4. The company shall provide communication in shape of **"Walkie-talkies intercommunication system"**.
5. The company shall provide and install the equipment mentioned at **serial No i, ii, iii, and v** from the first day of this agreement, till its end /termination, whichever occur earlier.
6. The company shall provide its above listed equipment in good quality and condition and ensure its proper activation / operation throughout the period of contract agreement.
7. The ownership of the companies above listed equipment shall rest with the company. However, it shall not be replaced after its installation from the location without the prior written approval of the SMBBIT Management.
8. During the period for which the equipment is taken out for repair or replacement, the company shall provide its replacement of the same nature, quality and condition, without affecting security services. However, upon termination of this agreement, the company shall be permitted to remove all its apparatus /equipment installed in the premises.
9. The company shall ensure activation of the equipment round the clock, seven days a week, without any interruption.
10. The possible use of **Hand-Held Metal Detector, Car search mirrors, walk through gates and walkie-talkies**, will be defined in a mutually agreed Standing Operation Practices to be devised at each location.
11. The company shall be responsible for the maintenance of its equipment.
12. The SMBBIT management shall provide adequate space, light and power at the premises for installation and operation of the equipment.
13. The company shall be responsible for proper and effective use of Mechanical Security Systems.
14. The company shall comply with all the instructions as and when given by the SMBBIT Management regarding services and use of all equipment.
15. The company shall be responsible to provide **"Walk Though Security System"** and central alarm service, as and when / wherever, required by SMBBIT.

2. THE GUARD'S DUTIES SHALL INTER ALIA INCLUDE THE FOLLOWING

1. Prevention of entry into offices /installation premises trusted in the charge of the company, of any person not authorized by SMBBIT Management or any person who lacks proper identification or intrudes the secured premises.



2. Prevent pilferage of items /equipment/property belonging to SMBBIT from the premises placed under the charge of the company as per written instructions issued by the authorized officer of the SMBBIT Management. Proper inventory list will be prepared and checked by both the parties or any part of property will not be removed without a proper gate pass.
3. Inform concerned authorized officer of the SMBBIT Management promptly and accurately, of any occurrence detrimental to the security of the installation premises and property of the SMBBIT placed under charge of the company.
4. **TO TAKE PROPER ACTION IN CASE OF EMERGENCIES LIKE:**
 - 4.1 Fire, rising of alarm and proper communication to fire brigade and officer in-charge of the installation and arrange rescue activities.
 - 4.2 Forced Entry will be promptly reported to the local police station, SMBBIT security in-charge and Security Company's head office for appropriate action.
 - 4.3 Law and order situation will be promptly reported to the local police station, SMBBIT Security in-charge and the security company head office of the company for appropriate action. All entry points shall be closed under such situation.
 - 4.4 Provide medical assistance to SMBBIT Management to any person injured in the premises. The provision of medical coverage and its cost shall be borne by SMBBIT, in case, if the negligence is in part of the SMBBIT.
 - 4.5 To carry out daily checking of all security lights, entry points and locked premises for their effectiveness after office hours or on closed holidays.
 - 4.6 Patrolling / picketing the installation as per specific written orders peculiar to the installation prepared by the company and approved by the SMBBIT administration.
 - 4.7 To properly brief the relieving guard, about any situation concerning the security.
5. Security guards must have undergone, Fire Fighting Trainings and elimination of the subversive activities (bidder is bound to provide the training certificate on the demand of SMBBIT). Further Executive Director ordination with concerned secret agencies; special police, local police and civil defense authorities will be done at site and to take immediate remedial measures.
6. The guard shall perform duties including security of SMBBIT personnel, installations, its property and fire fighting in any eventuality of a fire disaster or any other likely attack by the human being or group of human beings.
7. During the validity of the contract agreement, in case damage occurs to the property or personnel of the SMBBIT and due to outbreak of fire or any other eventuality caused by the negligence of the security guards, the company shall be wholly responsible and liable for paying for such losses occurred to SMBBIT, as a result of their negligence, to be decided by a committee consisting of representatives, in equal number of both the parties, which will decide the matter after considering the following:
 - 7.1 Negligence of security guards amounting to an act of omission or commission as a result to which loss occurs as enlisted in the indemnity clause.
 - 7.2 Negligence of guards in case of the fire, or other disaster, which is caused by any act omission and commission of security guards.
 - 7.3 Any fire/disaster, which erupts from outside as a result of any calamity and accident and is beyond the control of security guards, will not fall under the indemnity clause.
 - 7.4 The Company shall notify its representatives who will be contracted for immediate replacement in the event of unsatisfactory performance of deputed personnel.

3. PENALTY:

1. The Security Company is bound to provide guards on every cost for sensitive areas, in case of any loss due to lapse Security Company will be held responsible.
2. In case of any damage / loss to SMBBIT due to Security lapse herewith for determination of liability a committee constituted by the SMBBIT management having representation from Security Company will investigate the matter and fix the responsibility. The recommendation of the committee shall be a binding on the company to pay the losses.
3. In case of any theft / damage at go down premises, the security company will be held responsible to pay the entire losses to the SMBBIT as determined by the Committee constituted by the Competent Authority.
4. Overage and underage guards will not be accepted for duty and no salary shall be paid for them.
5. In case of placement of inefficient guard / placement of, lethargic guards, guards without proper uniform, SMBBIT reserve the rights to impose penalty up to Rupees 500/-.



4. HUMAN RESOURCE:

Staff will work according to the table provided below by the authorized officer of SMBBIT, TIEST at designated location(s). This could be adjusted according to the future requirements of the SMBBIT.

1. The contractor shall be responsible to provide satisfactory services at SMBBIT, by deploying energetic, and healthy, well-trained workers with approved uniform.
2. In case of any dispute between guard / workers and the contractor the matter shall be, referred to the SMBBIT for arbitration whose decision shall be final.
3. Undisciplined guards and /or guards involved in immoral activities will not be allowed to serve in the SMBBIT.
4. Contractor will be bound to change the guards who will be unwanted by the SMBBIT management immediately.
5. **The employees will work according to government rules / policy:**
 - 5.1 The services to be provided by the contractor must be according to labor laws.
 - 5.2 Child labor rules and basic human rights will not be violated by the Contractor.
 - 5.3 Age of worker shall not be less than 18 years.
 - 5.4 Contractor shall be bound to provide the sanctioned strength of Guards at all-time even on holiday.
 - 5.5 Contractor shall be bound to pay the minimum salary to its employees working at SMBBIT as per the prevailing rates fixed by the Provincial Government.

5. CONFIDENTIALITY:

1. The company shall ensure that all employees performing, the services shall not any time during the validity of the contract agreement or thereafter, will not disclose any information whatsoever, to any person, as to be affairs of the SMBBIT or its personnel and as to any other matter, which may come to their knowledge by reason of performance of the services. If in the opinion of the SMBBIT Management, there has been any such disclosure the person concerned shall immediately be dismissed from the service of the company and other necessary action shall also be initiated with the consultation of SMBBIT management.

6. RESPONSIBILITIES OF THE COMPANY:

1. In addition to the services to be performed by the company specified above, the company shall provide at additional cost to the SMBBIT such supervision of its employees as in necessary to adequately fulfill its obligation.
2. The company is responsible for ensuring that all its employees performing the services are physically and mentally fit, have no communicable disease and are in good health in all respects to perform the duties.
3. The Company is an independent contractor and accordingly is fully responsible for any accident or injury to its personnel or caused by its personnel and agrees that neither the SMBBIT nor any of its personnel shall be held liable for either of the above in any manner.
4. The personnel of the company shall not in any manner indulge in any unionism nor have any linked activity with SMBBIT employees.
5. The company is responsible for recruitment, discipline and all other service matters of its employees. They shall not in any case communicate with the SMBBIT management regarding their service matters that is the sole responsibility of the company.
6. The SMBBIT may refuse to accept services from any of the employees of the company, whose work has been found unsatisfactory or not in the accordance with the requirements of this document.
7. The company shall be responsible for the deployment of security guards at all vulnerable points as per the agreement. However, for any new site, for which order of deployment will be issued by SMBBIT management, the company shall be responsible to deploy security guards and install the security system after the issuance of work order within **seven days**. In case of delay, if any incident takes place, it shall be covered under the indemnity clause.
8. The Security Company will use its own frequency for communication (Walkie-Talkies) to the SMBBIT.

7. RESTRICTION OF ASSIGNMENT / TAKE OVER



1. The company shall not assign or sub-contract any of its duties or rights under this agreement, including but not limited to any benefit or interest herein or there under, any such assignment or sub-contacting by the company shall entitle the SMBBIT to terminate its services forthwith.
2. If the company makes any arrangement with or assignment in favor of its creditors or amalgamates with any other concern or his taken over, the SMBBIT shall be entitled to terminate its services forthwith.

8. SECURITY MEASURES

1. The Security Company shall maintain the proper record at main gate during the IN & OUT of vehicle / visitors at site.
2. The Security Company shall provide the thumb impression device to put the thumb of Security Guards to ensure their attendance in time. Besides the attendance would be verified by the in charge.
3. The Security Company shall be responsible to ensure the safety and security of SMBBIT assets moveable and immovable including warehouse.
4. Arms shall be in working condition at all the time. Armed Guards equipped with sufficient cartridges.

9. GENERAL CONDITIONS

1. SMBBIT at its discretion can reduce / increase the number of guards, on agreed rate of payment and on the same terms & conditions, on the request of relevant in charges in case of emergencies. However, the in charge have to immediately inform the SMBBIT Management. The verbal intimation would be duly followed by written request mentioning therein the circumstances / reasons on next day.
2. Security Company shall ensure the availability of adequate reserve guards. In case of absence casual or other leave by any Security Guard, the Security Company shall provide the alternate guard from the reserve guards in case of absence of any Security Guard, the Security Company shall be liable to provide the required strength at site otherwise SMBBIT reserve the right to imposed the penalty as per agreement.
3. Security Company shall ensure the placement of Guards, strictly in accordance with agreement, Terms and Conditions.
4. SMBBIT can increase / decrease the number of guards. In this situation the Security Company will be informed in writing accordingly. In case of number of guards increased / decreased upon directives of SMBBIT, the payment shall be made / adjusted on the agreed rates.
5. The contractor will provide physically fit and sound in health armed guard, properly uniform and ensure that each guard must have following documents:
 - i. Attested photocopy of NADRA Computerized Card.
 - ii. Original Service Card issued by the Security Company.
 - iii. Photocopy of license, certificate of weapon held by the guard.
 - iv. Copy of Certified discharge work issued by Ex-Armed Forces.
6. **Without uniform, Lethargic, inefficient, over and below age guards will not be accepted.**
7. This agreement would effect from the date of Signing of this agreement and shall continue in force unless and until it is determined in accordance with the provisions regarding termination of agreement.
8. The Security Company would response to cover all financial rates of Security Guards, including payment of salary and compensation to the Guards and all type of taxes and levies whether acquired through collective bargaining or otherwise and all the expenditure for providing allied services.
9. Any increase or decrease in any levies or rates imposed by the Government / CBA, wages and / or salaries fluctuation in market rates of equipment, materials, etc. during the currency of this agreement shall be on the Security Company's account and no claims for such increase shall be entertained by the SMBBIT.
10. Any taxes/duties already in place or levied by the Government during the currency of the agreement will be on Security Company's account and no claim shall be entertained by the SMBBIT. If during the subsistence of this agreement or any renewal thereof any case, tax charges or surcharge is levied in respect of the services which are subject of this agreement, by the Federal, Provincial or Local Government. Such case, tax charges or surcharge, as the case may be, payable by the Security Company.



11. SMBBIT will not be liable to make any extra payment if the Security Company is to provide services In the event of any civil commotion, war, enemy action, hostilities, act of God or any other circumstance etc.
12. The Security Company will keep tile SMBBIT free of any liability for the clause of compensation, if any to any employee of the Security Company in case of their injury, death etc.
13. Any claims of injuries, loss of limb or life of labor and other workers engaged/employed by the Security Company for operations under this agreement or work connected directly or indirectly with the agreement shall be settled and paid by the Security Company, SMBBIT shall in no way be responsible for any compensation in this connection.
14. One-month prior notice in writing shall be served by either party for termination of contract.
15. Upon the termination of this agreement the Security Company shall be permitted to remove all its apparatus and equipment which may have been placed in the premises.
16. SMBBIT shall make the payment to the Security Company on monthly basis after submission of bill in detail with attendance sheet with name of Un-Armed Guards/Armed Guards duly verified SMBBIT representative.
17. Copy of register, indicating entry and exit of vehicles.
18. Details showing arrival / dispatches of vehicles SMBBIT warehouses.
19. In case of any dispute or difference arising between the parties hereto relating to the interpretation or effect of any clause of this Agreement, the same shall be referred to **Executive Director, SMBBIT** or his nominee as Arbitrator and his decision shall be final and binding upon the parties hereto.
20. The Security Company shall be responsible to complete all documentation, if notified from time to time.
21. The Security Company shall be responsible to maintain all the record along with details of Guards for onward submission to SMBBIT as and when required.
22. The Security Company will ensure that they have enough financial capacity to pay at least two-month salary timely to the deputed Security Guards / Manpower in SMBBIT and Security Company should be submitting such undertaking signed by CEO/CFO or Managing Partner on attested stamp paper of value Rs. 100/-.

10.PLACEMENT OF GUARDS AND ALLIED SERVICES

1. Security Guards shall be provided without gap for twenty-four hours (24) per day and seven (7) days per week at SMBBIT.
2. Security Company shall provide the details of Guards along with its past experience, copy of CNIC, copy of service card and other required details / information, it notified, one week prior to placement of Guard to the place of posting.
3. Security Company will ensure that the security guard is active, healthy and free from any diseases. Allowed age limit of placement of security guard duly trained will be preferred.
4. Security Company will ensure that the Security Guard is well trained. The guards must have at least one-year experience of any security company at least fifteen bullets/ cartridges shall be available with each arm guard.
5. Schedule for posting of security guards shall be prepared with In-charge (Security) and issued with approval of competent authority.
6. Guards shall be on the payroll of Security Company, preferably on the permanent slot, otherwise, in case of contractual employment, minimum period should not be less than six months.
7. During the hiring of Security Guards, the offer / appointment letter may be issued and same would be sent In-charge Security for record.
8. Any change in placement of Security Guards shall be made with prior information and approval of the In-charge Security.
9. Security Company shall ensure the availability of adequate reserve guards.
10. Security Company shall ensure placement of Guards, strictly in accordance with agreement, Terms and condition.
11. SMBBIT at its discretion can reduce / increase the number of guards, on agreed rate of payment and on the same terms and condition, on the request of relevant incharges in case of emergencies. However, the in-charge have to immediately inform the In-charge Security and Executive Director / Management. The verbal intimation would be duly followed by written request mentioning therein the circumstances / reasons on next day.



11. PAYMENT

1. Due payment will be made after completion of each month.
2. The Security Company required to submit the following documents along with bill:
3. Invoice with covering letter, both duly signed and stamped by authorized officer, separate for each location.
4. Original attendance sheet of the Guards daily and monthly duly verified by the in-charge.
5. Copy of any/all correspondence made with SMBBIT or any other agency / person / organization during that month.
6. Any other details/documents, if required by SMBBIT.
7. Evidence / support of all claims in bills.
8. Security company shall Submit / close the attendance on last day of the month and shall submit invoices to concern offices by 5th of each month.

AREA COVERED BY THE CONTRACTOR:

- a. Contractor will be fully responsible to provide security to whole covered area and periphery of SMBBIT.
- b. Contractor shall be responsible for round the clock Security Services of the areas under contract.

RECTIFICATION REPORT:

1. In case of any complaint or observation conveyed to the contractor or their Security supervisor by Concerned Authorities the contractor will report the steps taken in order to rectify those observations in writing within stipulated time.

Now this agreement witnesseth as follows:

1. In this agreement words and expression shall have the same meanings as are respectively assigned to them in the Terms & Conditions of Tender Enquiry referred to.
2. The Following documents after incorporating addenda, if any except these parts relating to Instruction to bidders, shall be deemed to form and be read and constructed as part of this Agreement, viz:
 - a. Purchase order(s)/ Letter of Acceptance where applicable.
 - b. The completed Form of Bid along with Schedules to Bid.
 - c. Condition of Contract & Contract Data
 - d. The priced Scheduled of prices
 - e. The specifications
3. In consideration of the payments to be made by the Procuring Agency to the Contractor as hereinafter mentioned, the supplier hereby covenants with the Procuring Agency to execute and complete the works and remedy defects therein conformity and in all respects within the provision of the contract.
4. The Procuring Agency hereby covenants to pay the Contractor, in consideration of the execution and completion of the works as per provision of the contract, the contract price or such other sum as may become payable under the provision of contract at the times and in the manner prescribed by the contract.



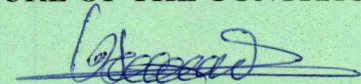
Performance Security Bond of **10% of Contract value** i.e. **Rs. 14,970,980/-** may be submitted to this Institute within stipulated time.

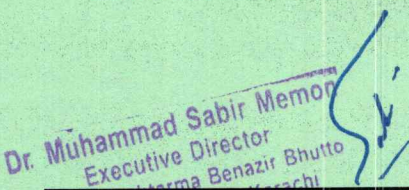
0.35% of ordered amount **Rs. 523,984/-** should be placed on contract agreement as **Stamp Duty** on stamp paper of value.

In WITNESS WHEREOF the parties hereto have caused this Contract Agreement in accordance with their respective hands and seals, the day, month and the year first above written.

SIGNATURE OF THE CONTRACTOR

SIGNATURE OF THE CLIENT


General Manager
IFTIKHAR AHMED SHAHZAD
RAPID SECURITY GUARDS (PVT) LTD


Dr. Muhammad Sabir Memon
Executive Director
Shaheed Mohitarma Benazir Bhutto
Institute of Trauma, Karachi



(Seal)

(Seal)

Signed, Sealed and Delivered in the presence of:

WITNESS OF CONTRACTOR

WITNESS OF THE CLIENT

Name: Imran Sheikh
Title: Accountant
Address: Rapid Security

Name: Bilal Idrees
Title: Dm Sm
Address: SMBB-IT


MANAGER
SUPPLY CHAIN MANAGEMENT
SMBB Institute of Trauma, Karachi

AJ159965



MUHAMMAD ZAKIR
STAMP VENDOR

GoS-KHI-

Lic No.31, Suite No.705-A,
7th Floor, Panorama Centre-
1, Near Atrium Mall Saddar
Karachi

Sale Register Serial No. **146465**
Date of Issue: 16-May-2025
Paper Issued to: Shafiq Yousuf (Adv) [42000-0000000]
Address: Karachi
Contact No.0000-0000000
Purpose: Bond
Challan No. 20252A7EF4176B8

Stamp Office, City C
Karachi



INTEGRITY PACT
DECLARATION OF FEES, COMMISSION AND BROKERAGE ETC.
PAYABLE BY THE SUPPLIERS/CONTRACTORS/CONSULTANTS

You can verify your Stamp paper by scanning the QR code or online www.estamps.gos.pk by using the "Verification Through Web" option before purchased.

Contract Number: **PROC/SMBBIT/(SECURITY-01)/2025-26**
Contract Value: **Rs. 149,709,792/-**
Contract Title: **PROVISION OF SECURITY SERVICES**

M/s. RAPID SECURITY GUARDS (Pvt) LTD, hereby declares that it has not obtained or induced the procurement of any contract, right, interest, privilege or other obligation or benefit from Government of Sindh (GoS) or any administrative subdivision or agency thereof or any other entity owned or controlled by it (GoS) through any corrupt business practice.

Without limiting the generality of the fore going, **M/s. RAPID SECURITY GUARDS (Pvt) LTD**, represents and warrants that it has fully declared the brokerage, commission, fees etc. paid or payable to anyone and not given or agreed to give and shall not give or agree to give to anyone within or outside Pakistan either directly or indirectly through any natural or juridical person, including its affiliate, agent, associate, broker, consultant, director, promoter, shareholder, sponsor or subsidiary, any commission, gratification, bribe, finder's fee or kickback, whether described as consultation fee or otherwise, with the object of obtaining or inducing the procurement of a contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from **Shaheed Mohtarma Benazir Bhutto Institute of Trauma** (Procurement Agency-PA), except that which has been expressly declared pursuant hereto.

M/s. RAPID SECURITY GUARDS (Pvt) LTD certifies that it has made and will make full disclosure of all agreements and arrangements with all persons in respect of or related to the transaction with PA and has not taken any action or will not take any action to circumvent the above declaration, representation or warranty.

M/s. RAPID SECURITY GUARDS (Pvt) LTD accepts full responsibility and strict liability for making any false declaration, not making full disclosure, misrepresenting facts or taking any action likely to defeat the purpose of this declaration, representation and warranty. It agrees that any contract, right, interest, privilege or other obligation or benefit obtained or procured as aforesaid shall, without prejudice to any other right and remedies available to PA under any law, contract or other instrument, be voidable at the option of PA.

Notwithstanding any rights and remedies exercised by PA in this regard, **M/s. RAPID SECURITY GUARDS (Pvt) LTD**, agrees to indemnify PA for any loss or damage incurred by it on account of its corrupt business practices and further pay compensation to PA in an amount equivalent to ten times the sum of any commission, gratification, bribe, finder's fee or kickback given by **M/s. RAPID SECURITY GUARDS (Pvt) LTD**, as aforesaid for the purpose of obtaining or inducing the procurement of any contract, right, interest, privilege or other obligation or benefit, in whatsoever form, from PA.

M/s. RAPID SECURITY GUARDS (Pvt.)
LTD



Dr. Muhammad Sabir Memon
Executive Director
Shaheed Mohtarma Benazir Bhutto
Institute of Trauma

EXECUTIVE DIRECTOR/DDO
SMBB Institute of Trauma